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FILE

70-2005
Meeting
1970

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting with the Executive Director-Comptroller on 13 May 1970

1. Present were Messrs. Duckett, Karamessines, Bannerman, Proctor, Houston, Stewart, and the undersigned.
2. Inter-Directorate Rotation. Each of the Directorates saw in the list of nominees one or more individuals from other Directorates who might well be placed for a tour of duty. The Executive Director felt an excellent start had been made on the program and directed the Director of Personnel to develop, with the respective Directorates and employees, plans for rotation of two per Directorate--to be firmied up within 30 days.
3. Risk-of-Capture Training. All present were favorably impressed with the one-day briefing. Mr. Karamessines offered some suggestions for strengthening the program; regarding types of individuals who should be briefed; and for revision of Written evaluations of the program will be given to the Deputy Director for Support for action or for forwarding to the Office of Training.
4. Training Selection Board on Academic Training. The Executive Director sketched some of the background concerning our approval of academic training, such as propriety and self-initiated proposals. He also remarked on the importance of Agency representation even when the training was purely academic in nature. After some review of the errors of the past, it was agreed to accept the proposal with the understanding that the Deputies personally, or their Assistant Deputies, would approve all such requests.
5. The Executive Director noted that shortly we will again be bringing on board 400 to 500 summer-only employees and noted that in last year's exit-interview reports there were some soft spots in the handling of summer-only employees. The Director of Personnel will give the Deputies clues where these soft spots are in order that corrective action can be taken.
6. The Executive Director reviewed the current ceiling/strength figures for the respective Directorates.
7. The Executive Director distributed a compilation of the responses from the respective Directorates on the participation of younger officers in Agency boards and panels. In response to Mr. Karamessines' question on

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GROUP 1
Excluded from automatic
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the definition of younger officer, it was agreed that we probably meant under 45 or possibly even under 40. Mr. Proctor pointed out that a consideration was that the officer was not already a member of some such body by reason of his organizational position. Mr. Stewart suggested that the Directorates internally publish these lists as a way of encouraging individuals to express an interest in taking part in board or panel work.

8. Mr. Hammerman reviewed the matter of finding other operators to take over from GEI the Agency's cafeterias. It was agreed to withdraw our request from GSA and GEI for now, but would make it very clear in so doing that, while things seemed to be improving, any degradation in the quality of service would force our reopening the issue. It was agreed that self-bussing would be initiated in the main cafeteria to be followed, when feasible, by a procedure known as totalizing.

9. The Executive Director requested comments on a real estate proposal under consideration by the Deputy Director for Support. The proposed action brought no objections.

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

Distribution:

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OD/Pers/RSWattles:mtw (15 May 70)

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Executive Registry
70-2315

6 May 1970

DD/S 70-1861

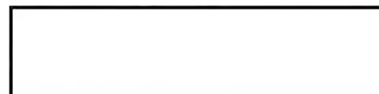
MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Science and Technology
Deputy Director for Support
General Counsel
Inspector General

Meeting

SUBJECT : Agenda for Deputies Meeting on Wednesday,
13 May 1970

At our meeting at 2:30 on Wednesday, 13 May, the following topics will be discussed:

- a. Inter-Directorate Rotation. A memorandum on this subject, together with biographic profiles on the candidates, was forwarded to the Deputies on 17 April. Copies of the memorandum were sent to the other attendees.
- b. Risk-of-Capture Training. You will recall that at our meeting on 11 March we agreed to defer consideration of the one-day risk-of-capture training course until a later meeting. In the meantime, each of you has sent a representative to the course, and I assume you have received a report and evaluation on it. Please be prepared to discuss this.
- c. Approval of External Training. Please see the attached memorandum to me from the Director of Training.



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L. K. White
Executive Director-Comptroller

cc: Director of Personnel

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DD/S 70-1565

16 APR 1970

Meeting

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting with Executive Director-Comptroller on 15 April 1970

1. Present were Messrs. Karamessines, Smith, Coffey, Steininger, Houston, Stewart, and the undersigned (for part of the session).
2. Following Dr. Steininger's briefing, the undersigned joined the meeting and the Executive Director took up the second agenda item: the paper on the employment of immediate family members. With two minor editorial changes it was accepted. The Executive Director will offer it to the Director for his consideration.
3. The two papers (which had been distributed subsequent to the distribution of the agenda) dealing with handling of young people in the Agency were discussed. The President's memorandum to agency heads was taken as a directive to undertake a study within the Agency and, after some discussion, the Director of Personnel was asked to provide a chairman for a task force to consider the young professional aspects of the paper. The Deputy Director for Intelligence was asked to provide a chairman for a task force to consider the university relationships' matter. The respective Deputies are to provide members for the task forces. Upon receipt of the nominations, the Executive Director will take formal action to establish the task forces and provide their charters. The task forces will be expected to complete their work in about thirty days. The MAG paper, recommending participation in Agency boards and panels by younger employees, resulted in the decision that the respective Directorates would provide within the next two weeks to the Executive Director a list of the boards and panels to which such younger officers might be appointed. Presumably, this will be a subject for discussion at a later meeting.
4. The Executive Director commented on the 31 March on-duty strength report noting that some components were still overstrength and, though noting that the Director of Personnel had repeatedly reassured him on the Agency's ability to be down to ceiling by 30 June, he nevertheless admonished those present to keep a close watch on numbers.
5. Colonel White discussed the relationship with the Bureau of the Budget with particular reference to the new members to the Agency and urged careful attention in our dealings with those gentlemen.

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6. Mr. Houston reported on the delay in the initiation of the Voluntary Investment Program resulting from second thoughts by the Internal Revenue Service regarding the withdrawal features of the proposal. It is hoped that the issue can be resolved in favor of the Program as presently written.

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

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OD/Pers/RSWattles:mtw (16 Apr 70)

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